

CINCINNATI POLICE DEPARTMENT



STAFF NOTES

Colonel Thomas H. Streicher, Jr., Police Chief
April 1, 2003

<u>ITEM</u>	<u>SUBMITTED BY</u>
1. <u>ALL SEARCH WARRANTS FOR COMPUTERS AND CELL PHONES REVIEWED</u>	PROSECUTOR'S OFFICE
2. <u>PRE-RETIREMENT SEMINAR</u>	TRAINING SECTION
3. <u>OUTSTANDING PARKING INFRACTIONS</u>	INSPECTIONS SECTION
4. <u>JUNK VEHICLES</u>	IMPOUND UNIT
5. <u>STUDDER SNOW TIRE REMOVAL</u>	FLEET SERVICES
6. <u>THANK YOU LETTERS</u>	CHIEF'S OFFICE
7. <u>REVISION OF PROCEDURE 12.615, DECEASED PERSONS/PRISONERS</u>	PLANNING SECTION

1. ALL SEARCH WARRANTS FOR COMPUTERS OR CELL PHONES REVIEWED

The County Prosecutor Mike Allen, has requested that all search warrants for computer or cell phone records be reviewed by the City Prosecutor's Office prior to filing the warrant. Officers are reminded to contact Ernest McAdams, Jr., City Prosecutor, Charlie Rubenstein, Chief Assistant City Prosecutor, or Frank Prouty, Chief Assistant City Prosecutor to arrange for a review. Mr. Rubenstein is available at the courthouse most weekday mornings and can be reached via pager.

2. PRE-RETIREMENT SEMINAR

The Police Academy is hosting a Pre-Retirement Seminar on Wednesday, April 23, 2003, from 0800 to 1200 hours at the Spinney Field Complex, 800 Evans Street. Representatives will discuss the police retirement plan, insurance, wills/trusts/investments and deferred compensation. All Police Department employees, and their spouses, are invited to attend.

Because the first hour of each seminar concerns the Police Retirement System, non-sworn members need not report until 0900 hours. The City Retirement System offers several informational sessions during the year for non-sworn personnel. Look for the Human Resources Development Academy (City Personnel) Training Calendar on the City Intranet or contact the Police Academy for the next seminar. Non-sworn members are encouraged to attend these sessions.

Attendance is strictly voluntary. No compensation will be given for off-duty attendance. On-duty personnel who wish to attend must have their supervisor's approval. Uniform of the day or conservative business attire should be worn. To register, send a brief Form 17 to the Police Academy by Monday, April 14, 2003.

Questions may be directed to Cathy Boone at the Police Academy.

3. OUTSTANDING PARKING INFRACTIONS

Inspections Section conducted an audit of all license plates issued to fleet vehicles assigned to the Police Department. The audit identified several outstanding parking infractions. The audit also revealed an error on the Form 427, Cincinnati Police Vehicle Inspection Report, which may have contributed to the outstanding parking infractions not being identified during bi-weekly vehicle inspections. The QOT/QW query was inadvertently listed as QQT/QW. The Form 427 has been corrected. The QOT/QW query must be completed during the bi-weekly vehicle inspections.

4. JUNK VEHICLES

Cincinnati City Council recently passed a new Junk Vehicle Public Nuisance Ordinance allowing for the removal of any illegally stored, unlicensed, inoperable, or junk vehicles not abated within seven days of notice of a violation. This new ordinance is civil in nature and all possible violations should be referred to the Health Department (564-1780) for investigation. The Health Department will notify the Impound Unit when a vehicle is ready to be impounded. This will be coordinated with the affected district. There will be an "April Amnesty" period where vehicles will be towed without issuance of a \$100.00 civil fine from the Health Department. On May 5, 2003, the ordinance will be enforced in its entirety. Additionally, the Cincinnati City Council revised section 511-31 of the Cincinnati Municipal Code (CMC) to include commercial property.

[Attached](#) to these Staff Notes is the new Junk Vehicle Public Nuisance Ordinance, revised CMC 511-31, and the "April Amnesty" notice. Any questions regarding the ordinance or amnesty period may be directed to Sergeant Guy Willhite. Revisions to affected procedures will be forthcoming.

5. STUDDERED SNOW TIRE REMOVAL

Studded snow tires will be removed from police vehicles on April 7, 8, 9 and 10, 2003 from 0800 to 1600 hours at Fleet Services Municipal Garage, 1106 Bates Avenue. Removal services will be performed at the Tire Shop. An appointment is not needed. Questions may be directed to Ken Bertke, Fleet Services.

6. THANK YOU LETTERS

[Attached](#) to these Staff Notes are several thank you letters written to the Police Chief for the professionalism displayed by numerous officers in our Department.

7. REVISION OF PROCEDURE [12.615](#), DECEASED PERSONS/PRISONERS

Procedure 12.615, Deceased Persons/Prisoners, has been revised to include a purpose section. Other revisions include handling child deaths at Children's Hospital and deceased prisoners. A number of changes have been made to the following Sections; A. Investigation Responsibilities at Death Scenes, B. Investigation of Homicide or Suspicious Deaths, and C. Deceased Prisoners.

These revisions are effective immediately. Personnel should review this procedure in its entirety. The revised procedure is available on the Intranet and on the Department web page at www.cincinnati.police.org.

City of Cincinnati
An Ordinance No. 0054

JP
DHW

-2003

AUTHORIZING the City of Cincinnati to declare junk vehicles and unlicensed junk facilities a public nuisance; to permit the City Department of Health, the Department of Buildings and Inspections, the Department of Public Services and the Cincinnati Police Department to inspect and enforce the nuisance regulations; and to allow for the immediate removal of any illegally stored, unlicensed, inoperable or junk vehicle not abated within seven days of receiving a notice of a violation.

WHEREAS, the City of Cincinnati has an interest in protecting the health, safety and welfare of it's citizens from public nuisances; and

WHEREAS, abandoned junk motor vehicles and unlicensed junk facilities are detrimental to the health, safety and welfare of the community in that they degrade the community and lead to urban blight; and

WHEREAS, abandoned junk motor vehicles and unlicensed junk facilities are detrimental to property values, business opportunities and the city's aesthetic standards; and

WHEREAS, when abandoned junk motor vehicles are permitted to remain on property and are not promptly abated, they invite additional abandonment and blight, further deteriorating the city's quality of life and discrediting the city's reputation for livability; now, therefore,

BE IT ORDAINED by the Council of the City of Cincinnati, State of Ohio:

Section 1. That "Junk Motor Vehicle" shall mean any motor vehicle meeting all of the following requirements:

- (1) A vehicle that has been left on private property for more than seventy-two (72) hours or left on a public street, public way, or other property open to the public for purposes of vehicular travel or parking, or upon or within the right-of-way of any road or highway, for more than forty-eight (48) hours.
- (2) A vehicle that is three (3) years old, or older;
- (3) A vehicle that is extensively damaged, including but not limited to any combination of the following types of damage: deflated, wrecked, or missing tires or rims; missing or wrecked body parts; broken or missing headlights, taillights or brake lights; broken, cracked or missing windows or windshields; missing all or part of the motor or transmission; missing or invalid license plate(s); or a vehicle that is otherwise apparently inoperable; and

(4) A vehicle that has a fair market value of one thousand five hundred dollars (\$1,500.00) or less.

However, a "junk motor vehicle" shall not mean a vehicle stored on the premises of an existing state-licensed motor vehicle storage facility

Section 2. That in addition to the provisions of this ordinance, the location or presence of any Junk Motor Vehicle on any public or private land or property, or public or private street, alley, or way within the City of Cincinnati is hereby deemed a public nuisance and is subject to summary abatement as provided in this ordinance or any other ordinance or law of the City of Cincinnati or as provided under any relevant portion of the Ohio Revised Code.

Section 3. That no person shall permit a Junk Motor Vehicle to remain in the open on any public or private property within the City of Cincinnati after receipt of a notice to remove such vehicle due to its nature as a public nuisance.

Section 4. That inspectors or authorized personnel from the Department of Health, the Department of Buildings and Inspections and the Department of Public Services and sworn members of the Police Department are hereby authorized to issue such written notice and order such Junk Motor Vehicles to be removed. Such notice shall be provided in accordance with Section 1501-15 of the Cincinnati Municipal Code. In addition to the notice requirements contained in Section 1501-15, the notice shall further describe the vehicle to be removed with reasonable specificity, shall state that it constitutes an abandoned Junk Motor Vehicle and a public nuisance, shall state that the owner has 168 hours in which to either remove the vehicle or give written notice of a request for a hearing appealing the order. The notice shall further state that the owner will be assessed a fine of \$100.00 if the City has to remove it or causes its removal and that the vehicle will thereafter be disposed of to a salvage dealer or scrap metal processing facility. The notice shall set

forth the owner's right to present any and all evidence and arguments why the action should not be enforced. No proposed order shall become effective until the expiration of 168 hours after the receipt of the notice by the owner in the event no appeal is requested, or until after consideration of the appeal and approval or modification of the proposed order in the event an appeal is timely requested. Notice of the approved or modified order shall be given by certified mail to the owner.

Section 5. That if any recipient of a notice to remove a Junk Motor Vehicle fails to abate the nuisance or fails to appeal the notice in writing to the Office of Administrative Hearings within 168 hours after its receipt, it shall be conclusively presumed to establish the Junk Motor Vehicle as a public nuisance and such vehicle may be removed immediately by the Police Department.

Section 6. That the Police Department shall order the Junk Motor Vehicle towed or otherwise removed from the property or place where found, if such owner fails or refuses to remove the motor vehicle within the applicable time period after issuance of notice. Thereafter, such Junk Motor Vehicle shall be treated as abandoned and shall be deemed forfeited, to be disposed of in accordance to this ordinance.

Section 7. That prior to being removed, the abandoned Junk Motor Vehicle shall be photographed by a representative of the Director of the Department of Health, the Director of the Department of Buildings and Inspections, the Department of Public Services or the Chief of Police. Such person shall also record the make and model of the vehicle, the vehicle identification number when available, and shall detail the damaged or missing parts or equipment to substantiate the value of one thousand five hundred dollars (\$1,500.00) or less.

Section 8. That the Police Department shall thereupon tow, remove or caused to be removed such abandoned junk motor vehicle and shall immediately dispose of it to a motor vehicle salvage

dealer, as defined in §4738.01 of the Ohio Revised Code, or a scrap metal processing facility, as defined in §4737.05 of the Ohio Revised Code. Any monies accruing from the disposition of an abandoned junk motor vehicle that are in excess of the expenses incurred by the City for towing, removal or storage of the vehicle shall be credited to a fund of the of the City of Cincinnati established to allow this program to be self-supporting.

Section 9. That if any section, phrase or provision of this ordinance is adjudged unconstitutional or invalid by any court of competent jurisdiction, the remainder of this ordinance shall not be effected thereby.

Section 10. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

Passed: March 5, 2003

Attest: Melissa Antry
Clerk

[Signature]
Mayor

I HEREBY CERTIFY THAT ORDINANCE NO. 54
2003 WAS PUBLISHED IN THE CITY BULLETIN
IN ACCORDANCE WITH THE CHARTER ON 3-18-03

Melissa Antry
Clerk of Council

City of Cincinnati

JP
DHW

An Ordinance No. 0053

-2003

MODIFYING the provisions of Chapter 511, Miscellaneous Traffic Provisions, of the Cincinnati Municipal Code, by amending existing Section 511-31, Storage of Unlicensed or Inoperable Vehicles in Residence Districts.

BE IT ORDAINED by the Council of the City of Cincinnati, State of Ohio:

Section 1. That existing Section 511-31 of the Cincinnati Municipal Code is hereby amended to read as follows:

§ 511-31. Storage of Unlicensed or Inoperable Vehicles in Residence or Commercial Districts.

No person shall store or park for longer than three days any unlicensed or inoperable trailer, semi-trailer, or motor vehicle in any residence district ****1**** or commercial property other than in a garage or in a place not open to view from any other residential or commercial property or any public street or place. For purposes of this section an unlicensed or inoperable trailer, semi-trailer, or motor vehicle draped by a tarpaulin or similar covering is deemed open to view from another residential property, public street, or place unless it is in a garage or other permanent structure. Each day's violation shall be considered a separate offense.

An "unlicensed" trailer, semi-trailer, or motor vehicle shall mean any vehicle not displaying a current, valid license plate, including any validation sticker, other than a vehicle exempt under Ohio Revised Code Chapter 4503. An "inoperable" trailer, semi-trailer, or motor vehicle shall mean any vehicle missing wheels, tires, windshield, motor, or transmission or which has been so damaged as to appear not safely operable. Any vehicle that remains parked at or near the same location for more than 30 consecutive days shall be presumed to be inoperable.

Section 2. That this section shall not apply to facilities holding a current license issued by the Ohio Board of Motor Vehicle Collision Repair. Likewise, this section shall not apply to commercially licensed facilities which conduct on-site mechanical repair of vehicles.

Section 3. That the terms hereof shall take effect from and after the earliest period allowed by law.

Passed: March 5, 2003

Attest: Melissa Antey
Clerk

Charles F. F.
Mayor

New wording underscored. Deleted language indicated by asterisk as follows:

****1****, as defined in Section 501-1-R3,

I HEREBY CERTIFY THAT ORDINANCE NO. 53
~~2003~~ WAS PUBLISHED IN THE CITY BULLETIN
IN ACCORDANCE WITH THE CHARTER ON 3-18-03

Melissa Antey
Clerk of Council

What is a Junk Car?

Junk vehicles must meet all of the following requirements:

- A car that is left on private property for more than 72 hours or left on public property for more than 48 hours.
- A vehicle that is 3 years old or older.
- A vehicle that is extensively damaged. (ex. missing tires, body parts, windows, engine, license plate or otherwise inoperable).
- A vehicle that has a fair market value of \$1,500 or less.

City of Cincinnati



City Hall
801 Plum Street
Cincinnati, Ohio 45202
(513) 352-3000

City of Cincinnati April Amnesty Junk Vehicle Removal Program **564-CARS**

On May 5, 2003 the City will begin enforcing the **new Junk Vehicle Public Nuisance Ordinance**. Under the new ordinance, if you have a junk car on your property you will be cited and fined \$100 for removal if the junk car is not abated or removed within seven days.

AVOID THE FINE

Call 564-CARS during April
Let the City tow your junk car
away for FREE

FAIRFIELD TOWNSHIP

TRUSTEES
JOE MCABEE
MARK SUTTON
STEVE MORGAN

CLERK
NANCY BOCK

3-14-2003

Col. Thomas Streicher, Chief of Police
Cincinnati Police Division
310 Ezzard Charles Drive
Cincinnati, OH 45202

Dear Chief Streicher:

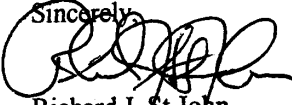
I would like to take a moment to thank you, the Cincinnati Police Division, and particularly Crimestoppers, for the assistance rendered to our police department regarding a home invasion robbery in our township on February 25, 2003.

This case involved a male subject armed with a handgun and wearing a ski mask who entered an occupied home on Allstatter Avenue on that date, demanding a female victim's purse containing prescription Oxycontin tablets, while threatening the victim's daughter and infant granddaughter. The perpetrator 'emphasized' his threat by firing a shot from his handgun into a bedroom wall. After obtaining the victim's purse, the subject fled the home on foot.

Crimestoppers supplied Fairfield Township detectives with several names of possible suspects in the days that followed the robbery. Crimestoppers received the names as a result of radio and television reports asking that tips be called in to Crimestoppers. One of the tips led to the arrest of Robert Purdue of Batavia, Ohio, who has now been identified as the perpetrator of the robbery. Without the assistance of Crimestoppers, this case would have been more difficult, if not nearly impossible, for us to solve.

Thanks again for Crimestoppers' assistance.

Sincerely,



Richard J. St. John
Chief of Police

c: Crimestoppers

6032 MORRIS ROAD
HAMILTON, OHIO
45011-5118

(513) 887-4400
FAX (513) 887-4405
ADMIN@FAIRFIELDTWP.ORG

F



MICHAEL K. ALLEN
HAMILTON COUNTY PROSECUTING ATTORNEY

WILLIAM HOWARD TAFT BUILDING
230 EAST NINTH STREET, SUITE 4000
CINCINNATI, OH 45202-2151
PHONE: 513 946-3000
FAX: 513 946-3017
WWW.HCPROS.ORG
WRITER'S DIRECT DIAL NUMBER
946-3210

March 5, 2003

Police Chief Tom Streicher
Cincinnati Police Department
310 Ezzard Charles Drive
Cincinnati, Ohio 45214

Re: *State of Ohio v. Rodrick Reeves* - B020591
Homicide Detectives Rob Heinlein, Bill Hilbert, and Criminalist Floyd Lanter

Dear Chief Streicher: *Tom*

The above defendant was convicted of Aggravated Murder and Robbery as a result of the dedicated work of the Cincinnati Police Homicide Division. Among those who deserve recognition is Criminalist Floyd Lanter. Prior to the trial, he worked to develop exhibits including diagrams and aerial photos which would allow the jury to have a better understanding of the facts. His presentation at trial was very capable, and allowed the significance of the evidence to become clear to the jurors.

While many members of the Homicide Division made contributions to this case, the efforts of Detectives Rob Heinlein and Bill Hilbert must be noted. These two officers worked tirelessly to develop the necessary evidence to identify and bring this calloused murderer to justice.

Heinlein and Hilbert developed excellent information during the initial days of the investigation, but their dedication did not end there. The defendant, Rodrick Reeves, had murdered 19 year old Tommy Maddox, a young man with no record, in broad daylight in front of numerous witnesses in English Woods. Each officer worked to find, and maintained a rapport, with the very frightened witnesses.

Their encouragement and assistance to witnesses, who were being threatened, enabled us to prosecute the case. Many of the witnesses, who earlier had refused to come to court, did come and testify as a direct result of the officers maintaining this positive relationship with them during the months between indictment and trial.

**Police Chief Tom Streicher
Cincinnati Police Department
March 5, 2003**

Page 2

Even with their efforts, in the midst of the trial, a crucial witness fled. Detectives Heinlein and Hilbert instantly responded to requests for help from the assigned assistant prosecutors. They literally stopped a bus and convinced this witness to return. Although terribly afraid of the defendant and his friends, she did return, and testified truthfully.

Reeves had scoffed at these officers at the time of his arrest saying, "You think you got a case, take me to jail. No one will come to court." Thanks to Heinlein and Hilbert, they did come, and Reeves is now doing 32 years to Life.

Respectfully,



Michael K. Allen
Prosecuting Attorney

MKA/mob

12.615 DECEASED PERSONS/PRISONERS

Reference:

Ohio Revised Code 313.12 - Notify Coroner of Death
by Violence or Suicide
Ohio Revised Code 313.13 - Autopsy
Procedure 12.230 - Fatal Crash Investigation and
Placement of Related Charges
Procedure 12.616 - Deceased Persons; Notifying Next
of Kin
Procedure 12.705 - Property Confiscation
Procedure 12.715 - Property and Evidence:
Accountability, Processing,
Storage, and Release
Cincinnati Police Department Crime Scene Manual
Hamilton County Coroner's Office Manual: General
Office Policies and Procedures,
Section 2.4 & Section 2.18.0
Standards Manual - 41.2.5

Purpose:

To ensure the timely and efficient investigation of incidents involving deceased persons, while preserving potential evidence of a crime by securing the site pending the release of the body by the Hamilton County Coroner.

To protect the dignity of persons who have died and to lessen the effects of the death on members of the deceased's family.

To ensure the timely transfer of information between the Police Department and the Hamilton County Coroner's Office.

Ensure proper handling of evidence in cases involving deceased persons.

Policy:

Officers will exhaust all reasonable means to determine whether a person is actually deceased. It is better to make the mistake of sending someone to the hospital who is already dead, than for a person to die as a result of a wrong assumption of death.

A supervisor must respond to the scene of all deceased persons.

Information:

The Hamilton County Coroner's Office will be responsible for the transportation of all body removals except decomposed bodies. Decomposed bodies will continue to be transported by a prisoner detail.

Procedure:

A. Investigation Responsibilities at Death Scenes
(Non-Suspicious Deaths)

1. Officer Responsibilities:

a. Upon the discovery of a deceased person, use all reasonable means to determine whether the person is dead. Some examples are:

1) Inspect the body for the life signs of airway unobstructed, bleeding and circulation (ABC).

2) If unable to determine after using all reasonable means, request Fire Department respond.

b. The on-scene officer will notify a district supervisor.

c. Secure the scene until the arrival of the district supervisor.

d. The initial investigating officer will complete a Form 316A.

1) If the officer obtains complete information at the scene, the Coroner's Office may be able to release the body to a funeral director.

a) Advise the funeral home to contact the district with the death pronouncement information for the Form 316A.

1) The district will fax the completed Form 316A to the Coroner's Office.

- e. A physician on the scene may make the official death pronouncement. The officer must still receive instructions from the Coroner's Office about disposition of the body.

2. Supervisor Responsibilities:

- a. The district supervisor on the scene will assume command of the initial investigation.
- b. Contact the Hamilton County Coroner's Office immediately by phone. This includes all accidental or natural deaths, except in cases of homicides, suspicious deaths, natural deaths at nursing homes (refer to Section F) and the death of a child who was an in-patient at Children's Hospital (refer to Section B.2.)
 - 1) The Coroner's Office will evaluate the death circumstances with the district supervisor. The Coroner's Office will determine if an investigator and/or forensic pathologist will be sent to the scene.
 - a) If the Coroner's Office sends an investigator and/or forensic pathologist to the scene, the district supervisor will remain at the scene and coordinate the investigation with the Coroner's Office.
 - b) If the Coroner's Office does not send an investigator and/or forensic pathologist to the scene, the district supervisor will proceed with the death investigation.
- c. If the Coroner's Office or CIS is not responding, photograph the body in the position discovered.

- 1) When possible, take additional photographs of the right, left, top, and bottom sides of the body, unless scene restrictions prevent this many angles.

- a) Move the body and photograph the underneath side.

- 2) Properly label photos with date, time, address, and identity of photographer.

- a) If the body goes to the Coroner's Office, the photograph(s) go with the body. Otherwise, attach photos to the Form 316A.

- d. Make arrangements for next of kin notification in accordance with Procedure 12.616, Deceased Persons; Notifying Next of Kin.

B. Investigation of Homicide or Suspicious Deaths

1. If there is evidence the death was due to any of the following; homicide, suicide, suspected suicide, fire, death occurs while in police custody, death involves suspicious circumstances, or the victim is a child seven years of age or younger, the district supervisor will:

- a. Immediately secure the crime scene and post an officer or officers to restrict entry into the scene.

- 1) Assign one officer to keep a log of personnel who have entered the scene, the time and date they entered, the reason for entering and the time and date they left the scene.

- b. Contact a Homicide Unit supervisor stating the reasons for requesting their response. The notifying supervisor, first officer on the scene, and any other officer with pertinent information will remain on the scene.

No one will be released except by a Homicide Unit supervisor or ranking Homicide investigator.

- 1) When the Homicide Unit arrives, the ranking Homicide supervisor or investigator will take command of the investigation.
 - a) The Homicide Unit is responsible for completing a Cincinnati Police Department Incident Report (Form 301) for the homicide.
 - b) District personnel on scene first will be responsible for any other reports.
 - 1) The investigating officer will complete a Form 316A and fax it to Criminal Investigation Section (CIS).
 - c. Homicide Unit will insure that the Coroner's Office was notified and provide preliminary information relevant to the deceased person.
2. Officers dispatched to Children's Hospital regarding the death of child will immediately notify the Homicide Unit and request a district supervisor respond.
 - a. Homicide Unit personnel will respond to confer with the attending physician and assume investigative responsibility.
 - b. The attending physician at Children's Hospital will be responsible for the notification of the Coroner's Office prior to requesting an officer respond.
3. The Hamilton County Sheriff's Department (HCSD) will investigate all deaths occurring at the Hamilton County Jail, Hamilton County Justice Center, Riverside Correctional Center, Queensgate Correctional Facility, and the Hamilton County Juvenile Court Youth Center.

C. Deceased Prisoners

1. Officers will immediately notify their supervisor.
2. The responding supervisor will summon the Homicide Unit and Internal Investigation Section (IIS) when a person, while under police control, or just prior to police control, and as a result of police activity, dies or suffers life threatening injuries.
 - a. The Homicide Unit and IIS will conduct a prompt and thorough investigation of any incident where a person dies while in the custody of the Cincinnati Police.
 - b. Police personnel will cooperate fully in the investigation.
3. Notify the District Commander or, if at night, the Night Chief.

D. Crime Scene Protection

1. The first supervisor on the scene will ensure that the crime scene is secure.
2. The supervisor on the scene will assign one officer to keep a log of personnel who have entered the scene, the time and date they entered, the reason for entering and the time and date they left the scene.
3. Do not touch anything unless absolutely necessary. Do not take any photographs. Do not allow anyone to enter the scene until Homicide arrives. Criminalistics Squad investigators will process the scene.
 - a. Weapons may need to be secured for safety reasons, or if the scene will undergo an uncontrollable change such as fire, explosion, flooding, etc.
 - 1) Photograph any weapon(s) before moving, noting the time, location, where it was placed, and the person moving the weapon.
 - b. Refer to the Crime Scene Manual for in-depth guidelines.

E. Investigations of Accidental Deaths

1. Some scenes require extra officer safety precautions. Be sure the scene is safe to work in before investigating.
 - a. Notify Cincinnati Fire Department or Building Department as necessary.
2. Secure any equipment possibly involved in the death. Examples would be electrical equipment that may have fallen into a bathtub; a jack believed faulty, space heater emitting toxic gases, etc.
 - a. Submit any evidence for examination according to Procedure 12.715, Property and Evidence: Accountability, Processing, Storage, and Release.

F. Natural Deaths at Nursing Homes

1. An officer and a supervisor will respond, if summoned, to the scene to investigate.
 - a. These are not Coroner cases. The Coroner's Office does not need to be contacted by police.
 - 1) A Form 316A will not be made.
 - b. If deceased has been the victim of a previous assault, or the subject of previous patient abuse, the Coroner's Office and Homicide must be notified.
 - 1) Contact CIS and request a records check.
 - 2) Review patient's records.
2. Advise the nursing home staff it is their responsibility to notify next of kin and arrange for disposition of the deceased.
 - a. Deceased persons with no known next of kin, who require county burials or storage at the County Morgue for other reasons, will be accepted at the morgue.
 - 1) It is the responsibility of the nursing home to arrange transportation to the morgue.

G. Expected Deaths of Terminally Ill Hospice Patients

1. Expected deaths at a residence, rather than in a health care facility, come under the Coroner's jurisdiction.
2. Home Health Care/Hospice Nurses are required to report these deaths to the Coroner's Office using their Standard Death Report form.
 - a. This includes disposing of any remaining medication, securing a pronouncement for the death certificate, insuring there were no recent falls or unnatural events, and a funeral home has been contracted to transport the deceased.
3. An on-scene Hospice Nurse relieves the Police Department of death reporting responsibility in cases of expected deaths of terminally ill Hospice patients.
 - a. If needed, an officer and a supervisor will respond to the scene to investigate.
 - 1) A Form 316A will not be made.
4. This does not relieve or preclude an officer on the scene from investigating the circumstances of a death.

H. Disposition of Property According to Type of Death Report

1. If the deceased lived alone, secure the premises.
 - a. Do not do an inventory search
2. Direct all inquiries about the premises and personal property to the Coroner's Office. Final disposition of personal effects is the responsibility of the Coroner.
3. If the deceased lived alone, next of kin is present, and the body must go to the morgue as a Coroner's case, secure the premises. Explain to the next of kin reentry to the premises requires authorization from the Coroner's Office.

4. If the Coroner's Office releases the body:
 - a. Next of kin can make arrangements to have a funeral home respond.
 - b. Police do not need to inventory or secure the property.
5. In cases of suspected homicide, Homicide personnel, after conferring with the Coroner's Office, will determine what property will be transported with the body to the Coroner's Office and what property will be processed as evidence according to Procedure 12.715, Property and Evidence: Accountability, Processing, Storage, and Release.
 - a. Property going to the morgue with the body or property held by police will be documented on the Form 316A in the presence of, and signed, by the Coroner's transport service.

I. Decomposed Bodies

1. The on-scene supervisor will authorize the request for a prisoner detail for the removal of a decomposed body.
2. District desk personnel will contact the Hamilton County Coroner's Office for the supervisor to request removal of decomposed bodies.
 - a. The Coroner's Office will notify the Hamilton County Sheriff's Department (HCSD), Corrections Division, to respond to the scene with an inmate detail.
 - 1) The HCSD will provide the transportation vehicle, a transportation officer, and a four-man inmate detail. A HCSD supervisor will issue clothing, gloves, and masks to the inmates. Body bags and stretchers are in the transport vehicle. Evidence tape is provided to the transport service by the Coroner's Office.
 - 2) Do not expose the detail inmates to any condition that could jeopardize their health or safety.

3. All bodies will be transported in a sealed body bag.
 - a. The body bag will be secured with evidence tape by the transport service in the presence of the releasing officer or other agent.
 - 1) The tape will be initialed by releasing officer and the transport service.
 - a) The sealed body bag will be opened by the morgue attendant in the presence of the transport service upon arrival at the morgue, unless directed by the pathologist to leave the bag sealed.
 - b) The name of the releasing agent will be noted on the transport's record.
4. Police personnel will retain responsibility for the investigation and required reports. Cases investigated by the Homicide Unit may require special handling.
 - a. Homicide Unit personnel may give specific directives on transporting and handling the body to preserve evidence or expedite the investigation.
5. Any time property is transported to the morgue with the body, taken to the Coroner's Office or held by the police, the investigating officer will document all items on the Deceased Person Report (Form 316A).
 - a. The transport service will sign the Form 316A acknowledging receipt of the listed items.